



NEIGHBORHOOD PARTNERSHIP PROGRAM

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Neighborhood Partnership Program

The Neighborhood Partnership Program was created to build positive collaborative partnerships between neighborhoods, community organizations and the City of College Station. By registering your neighborhood or home owner association with the Office of Neighborhood Services staff will have contact information for association and associations will have staff to contact regarding area development and City Services.

In order to carry out the Neighborhood Partnership Program's objective the Neighborhood Services Office (NSO) pledges to:

- Maintain a database of all registered neighborhood associations. Information regarding your association will be available to City departments, community agencies, developers and other neighborhood partners in order to encourage communication regarding projects, events and programs.
- Notify neighborhood representatives of development projects and public hearings that pertain to land or projects in the vicinity of your neighborhood.
- Provide start-up support to residents establishing or revitalizing associations.
- Support of neighborhood lead improvement projects by providing information regarding City resources, programs and policies.
- Email distribution of *Neighborhood FYI* to the neighborhood representatives that provides information on neighborhood, community, and City events.
- Host monthly Neighborhood Partnership Seminars that provide a forum for education on local and regional topics and networking between neighborhood leaders.

The following criteria was established to encourage neighborhood associations and the individuals making up the associations that register with the Neighborhood Partnership Program to function as democratic representatives of neighborhood residents.

Boundaries. The neighborhood association boundaries shall be established by the association membership. The boundaries may not overlap the boundaries of another formally registered association.

The following may be considered when establishing boundaries:

- Patterns of development and placement of property lines;
- Natural physical boundaries such as landforms and water bodies;
- Man-made boundaries such as major thoroughfares and street connection patterns; &
- Existing established affiliations based on population distribution and cultural factors.

Neighborhood Association Membership. Neighborhood association membership must be open to all residents and property owners residing within the neighborhood boundaries. Race, color, creed, sex, age, heritage, national origin, or income level shall not limit participation or membership. Neighborhood Associations dues and membership fees should be collected on a voluntary basis and payment of dues should not be a contingency to the privilege of voting and participation.

Home Owner Association Membership: Membership guidelines outlined in the deed restrictions should be followed. Race, color, creed, sex, age, heritage, national origin, or income level should not limit participation or membership. Assessment fees should be collected as established by deed. HOA's should consider involving non-property owner neighbors in their social and civic events.

Bylaws. Each association must adopt written bylaws. Bylaws must include a description of the organization, procedures for democratic voting and elections, and the process for the adoption and amendment of bylaws. A copy of the bylaws must be provided to Neighborhood Services.

Meetings. Associations should establish a meeting schedule. Quarterly meetings are encouraged with the minimum requirement of one general neighborhood meeting per year. Meetings and records should be open to all residents in the neighborhood. The time, place, and purpose of the meeting must be well publicized throughout the neighborhood prior to the meeting.

Officers and representatives. Associations must have an election or agreed-upon selection process for officers and representatives.

The Neighborhood Services Office should be informed of any updates or amendments to the neighborhood association's bylaws, boundaries, representatives and officers.